

# CONSENT ITEM – 8B



## MEMORANDUM

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**DATE:** March 9, 2026  
**TO:** Honorable Mayor and City Councilmembers  
Jessica Jagoe, City Administrator  
**FROM:** Jake Reilly, Community Development Director  
**SUBJECT:** Resolution 2026-008 Approving a Minnesota Department of Labor and Industry Plumbing Plan Review Agreement and Application

<b>Budgeted Amount:</b> N/A	<b>Actual Amount:</b> To be determined	<b>Funding Source:</b> Licenses and Permits
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### Council Should Consider

Motions to approve, table, or deny the following:

- Resolution 2026-008 Approving a Minnesota Department of Labor and Industry Plumbing Plan Review Agreement and Application

### Background

The State of Minnesota Department of Labor and Industry (DOLI) conducts plumbing plan reviews for permits in Arden Hills, as stipulated in Minn. R. 1300.0215, Subpart 6. DOLI retains all related fees for plumbing plan review for commercial and public facility permits in Arden Hills.

Minn. Stat. § 326B.43, Subdivision 2 permits the delegation of authority for plumbing plan review for public and commercial projects to municipalities. This statute enables the DOLI Commissioner to establish an agreement with a municipality, in which the municipality agrees to carry out plan reviews typically performed by the commissioner or their designee.

To obtain this delegation, the City of Arden Hills must undertake several steps to formalize the delegation. This Resolution authorizes staff to apply for and establish an agreement with the State of Minnesota, for a designated representative of the municipality to perform the local plumbing plan reviews.

The City of Arden Hills has an established contract for supplemental inspection services with Rum River Consultants (RRC). RRC is an eligible designated representative of the municipality and will conduct the plan reviews on behalf of the city. The city will retain 15% of permit and plan review fees.

## **Budget Impact**

By conducting local plumbing plan reviews, the City of Arden Hills will generate additional fee revenue. Although the exact amount remains uncertain due to unknown future remodel and new construction commercial development, sizable public and commercial projects hold the potential to have a significant impact.

## **Attachment**

Attachment A – Resolution 2026-008 Approving a Minnesota Department of Labor and Industry Plumbing Plan Review Agreement and Application

Attachment B – DOLI Plumbing Plan Review Agreement Application - Arden Hills